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Assistant Director for Operations

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SUBJECT: Sereening of Distribution List for "Daily Report

I believe that it would be valuable to have OCAD bring up to date the distribution list for its Daily Reports prior to the Congressional appropriation hearings. If a Congressman should ask about the current status of the distribution list and whether the government officials on that list really want the publications, it would be most valuable to answer by saying that each recipient of the report was recently required to apply in writing for the report.

It has been almost a year now since the deadwood was eliminated from the mailing list. OC&D should send a form letter to each addressee on the present list asking the addressee to reply in writing by a certain date if he wishes to continue to receive the report. With this evidence on record, we need have no fear of a charge that the report is distributed around town wholesale regardless of whether the recipients have any desire or use for the publication.

Chief, FOIAb3b